

INFORMATION BULLETIN

JOB TRAINING PARTNERSHIP ACT

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TO: SERVICE DELIVERY AREA ADMINISTRATORS
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS
JTPD PROGRAM OPERATORS
EDD JOB SERVICE OFFICE MANAGERS
JTPD STAFF

SUBJECT: AUGUST 6, 1999, SDA ADVISORY COMMITTEE MEETING
MINUTES

The minutes and revised agenda from the Service Delivery Area (SDA) Advisory Committee conference call held at the Employment Development Department, Job Training Partnership Division on August 6, 1999, are attached for your review and information. Please ensure that the minutes are provided to the appropriate staff.

If you have any questions regarding the minutes, please contact Jackie Owen at (916) 654-8006.

/S/ BILL BURKE
Assistant Deputy Director

Attachments

**SERVICE DELIVERY AREA (SDA) ADVISORY COMMITTEE
CONFERENCE CALL**

**Employment Development Department
Job Training Partnership Division
750 N Street, Park Complex West, Conference Room A
Sacramento, California
Friday, August 6, 1999**

Agenda

10:00 a.m.	Welcome/Hot Topics/Agenda Building	Bill Burke, Job Training Partnership Division (JTPD)
10:15 a.m.	California Office of Workforce Investment (COWI) <ul style="list-style-type: none">• Activity Update	Linda Monroe, COWI
10:45 a.m.	Workforce Investment Act of 1998 <ul style="list-style-type: none">• State Update	Vicki Grönbeck, Workforce Investment Transition Division
11:15 a.m.	Welfare-to-Work Program <ul style="list-style-type: none">• State Update	Bill Burke, JTPD
11:30 a.m.	Agenda Building for the September 10, 1999, SDA Administrators' Quarterly Meeting	All
11:45 a.m.	Open Discussion	All
12:00 p.m.	Conclude Meeting	

SERVICE DELIVERY AREA (SDA) ADVISORY COMMITTEE CONFERENCE CALL MINUTES

Friday, August 6, 1999

Hot Topics

- **Toll-free Jobs Line**—Bill Burke, Job Training Partnership Division (JTPD), reported on the Department of Labor (DOL) toll-free jobs line presently established in nine states. The jobs line provides laid-off workers access to federal, state, and local job training and dislocated worker assistance programs. Full implementation is expected by December 1999. At that time, all states will have a referral number(s) to address callers' specific needs. California is to have one referral number into the Sacramento call center. The Employment Development Department (EDD) has concerns regarding technical aspects and coordination for the jobs line throughout California and may propose alternative procedures to the DOL.
- **Corrective Action Tracking System (CATS)**—Jim Rostron, Compliance Review Division (CRD), provided an update on monitoring reviews for Program Year 1998/1999. The CRD staff will be following up with SDAs to close program related CATS issues. Staff is in the process of identifying those CATS requiring additional information and on-site verification work. Work on the fiscal procurement CATS will begin in January or February 2000. To facilitate closing program CATS expeditiously, Jim proposed dispensing with the formal entrance and exit conference protocols. A follow-up letter will be sent to the SDA informing them of the status of all CATS.
- **Customer Satisfaction Study**—Liz Clingman, JTPD, reported on the Workforce Investment Act (WIA) Customer Satisfaction Study undertaken by the DOL. The study will compile national baseline data in the area of customer satisfaction indicators. The California Office of Workforce Investment (COWI) and JTPD are jointly participating in the study and will provide DOL with Job Training Partnership Act (JTPA) participant records. The Job Service program also will provide data.
- **National Stakeholders Meeting**—Ray Worden, Long Beach City, attended the National Stakeholders meeting where Eric Johnson, DOL, reported that the draft WIA Customer Satisfaction and Continuous Improvement Papers are at the Office of Management and Budget (OMB). The OMB work plan suggests a final product by early 2000. The focus of the stakeholders meeting was the reorganization and consolidation of departments within the DOL Employment and Training Administration, now consisting of six regional offices.

Workforce Investment Act (WIA) of 1998

- **The COWI WIA Transition Activities**—Kathy Castillo, COWI, provided an update on WIA implementation and transition efforts to date. As a follow-up to the Declaration of Intent Letter sent to Local Elected Officials (LEO) in early June, a local area designation application package was developed. The application package is being mailed August 6, 1999, to those LEOs responding to the Declaration of Intent Letter or the designated contact. The SDA administrator will receive a courtesy copy of the package.

A State Workforce Investment Board (SWIB) membership nomination and application package also was developed. On behalf of the Governor, business and labor organizations have been solicited for SWIB membership. On June 28, 1999, Speaker of the Assembly Antonio Villaraigosa appointed Assemblyman Darryll Steinberg and Assemblywoman Dion Arroner to the SWIB. President pro Tempore John Burton as yet has not made appointments.

An Individual Training Account (ITA) Work Group and Youth Work Group recently formed and comprised of state, local, and SDA representatives, has begun addressing ITA and youth issues. The ITA Work Group will meet on August 18 and 19, with the Youth Work Group meeting on August 19 and 20, 1999.

Ray Worden, Long Beach City, inquired whether the California Workforce Association (CWA) was invited to nominate members for each work group. Kathy responded that the decision regarding whom to solicit participation from was made internally.

Youth Work Group members include Terry Smith Tatum, Merced County; Barbara Erringer, Carson/Lomita/Torrance; Deborah Sanchez, Santa Ana City; Robert Schwab, San Mateo County; Charlie Peterson, North Central Counties Consortium; and Karen Glaze, Mother Lode.

The ITA Work Group members include representation from South Bay, Sacramento Employment and Training Agency, and Santa Barbara SDAs.

Keith Lee, San Bernardino County, expressed concern regarding the lack of representation from large urban areas. He was invited to submit issues and suggestions directly to the work group.

Kathy added that local planning instructions and a checklist are in draft development, the intent of which is to provide information relative to known operational procedures, absent a SWIB. A Local Workforce Investment Board application is also in draft development.

- **Youth Opportunity Grants**—Vicki Grönbeck, Workforce Investment Transition Division (WITD), provided information relative to the DOL Youth Opportunity Grants. Grant application proposals received are in the process of being forwarded to the Governor's Office. Approximately eleven areas applied for designation as Empowerment Zones/Enterprise Communities. Grant application proposals are due to the DOL September 30, 1999.

The WITD, COWI, and DOL are working to compile a training provider list and gathering local input related to this issue. The CWA was solicited for SDA representation on this focus group that is expected to convene in August.

Welfare-to-Work (WtW) Grant Program—Bill Burke, JTPD, provided the following state update. To date, approximately 4,700 participants have enrolled and are receiving WtW program services. The Job Training Automation report will reflect participants receiving services.

The JTPD received 156 proposal applications for the second round of Governor's WtW 15 Percent Special Project Funds. Grant awards will be announced in September.

The EDD and California Department of Social Services (CDSS) have completed their joint technical assistance, best practices, and information gathering visits to the selected SDAs and County Welfare Departments. A report will be submitted to the respective department directors.

The EDD exit conference held with the DOL Office of Inspector General (OIG) on July 26, 1999, did not reveal new factors (above those previously expressed by state and local partners) contributing to slow implementation of the WtW program. During the exit conference, EDD again voiced concerns regarding restrictive federal reporting requirements and the lack of coordination between the Department of Health and Human Services and DOL. The OIG will compile a combined six-state report for submission to the DOL, which will be available to the states thereafter.

Staff from JTPD and CDSS met with representatives from the California Department of Education (CDE), Regional Occupational Programs (ROP), Adult Educational Programs, and local educational agencies in the Los Angeles area to explore ways in which the California Work Opportunity Responsibility for Kids program participants can link with the WtW program. Members expressed interest in obtaining CDE data relative to Temporary Assistance for Needy Families program expenditures and participants served.

Joe Werner, Monterey County, raised concern whether CDE, in developing and submitting its State Plan, is coordinating with CDSS through the public hearing process.

Agenda Building for the September 10, 1999, SDA Administrators' Quarterly Meeting

The following topics were suggested agenda items for the SDA Administrators' Quarterly meeting:

- The WtW Grant Program
 - CDE and ROP Coordination Efforts
 - State Update
- The WIA of 1998
 - The COWI WIA Implementation and Work Group Activities
 - The Role of Job Service Under WIA
 - Case Management Automation Systems
 - Discussion of a State and CWA WIA Coordination Plan
- Job Training Partnership Act Closeout Update

The conference call concluded at 11:50 a.m.